



Florida House of Representatives

Page and Messenger Program

General Information

PAGES

- 12 – 14 years old
- Work in the House Chamber assisting Representatives
- Working hours vary day to day depending on the session schedule

MESSENGERS

- 15 – 18 years old
- Work in the Capitol and surrounding buildings of the Capitol Complex
- Working hours are 8 a.m. to 5 p.m., Monday through Friday

Orientation

Pages and Messengers are required to attend orientation the Monday morning of their week of participation. At orientation, they will receive a complete schedule for the week. Families are encouraged to attend orientation and any of the optional tours and activities.

As time allows, Pages and Messengers may participate in optional tours and educational activities. This may include a mock session, observing a live committee meeting, touring the Governor's Mansion, the Florida Supreme Court, the Museum of Florida History, and the Historic Capitol.

Transportation, Lodging, and Food

Pages and Messengers are responsible for their own transportation to Tallahassee and to the Capitol each day. They are also responsible for their own lodging arrangements and food. The House does not offer any financial assistance.

Compensation

Pages and Messengers may receive a stipend -OR- Service Hours Credit for their week of participation.

To receive the stipend:

- Submit a W-4 form, an I-9 form, and a clear photocopy of Social Security Card;
- forms must be legible and completed correctly;
- all forms are due by 5 p.m. of your first day of duty.

Note: If W-4, I-9, and Social Security card are not received by 5 p.m. of your first day of duty you will NOT receive the stipend.

The stipend for Pages is approximately \$100 for the week. The stipend for Messengers is calculated at the rate of \$5.15 per hour based on the amount of hours worked.

Application Process

Complete the application in full.

- Mail to this address by December 31: The Florida House of Representatives
Page & Messenger Program
513 The Capitol, 402 South Monroe Street
Tallahassee, FL 32399-1300

- You will not receive a notification of receipt.
- Assignments will not be made until after the deadline.
- Once assignments are made, all applicants will receive notification in the mail. Applicants accepted into the program will receive a guidebook with the required forms.

For questions, please contact the program coordinator:

Mikey Chmielewski, Civics Program Coordinator
michael.chmielewski@myfloridahouse.gov
Phone: 850-487-2390 Fax: 850-488-9707



Florida House of Representatives Page and Messenger Program

Position Applying For (circle one): PAGE (ages 12-14) / MESSENGER (ages 15-18)
(PLEASE PRINT)

Name: _____
(Last) (First) (Middle Initial)

Nickname: _____ Date of Birth: _____

Address: _____
(Street) (City) (State) (Zip)

Student Phone: _____

Parent/Guardian Phone: _____

Parent/Guardian Email: _____

Mandatory Signatures

By signing this application, you are giving permission for the above named student to participate in the Page & Messenger Program during one week of Florida's Legislative Session.

Parent/Guardian (sign): _____

(print) _____ Date: _____

Name of School: _____

School Principal (sign): _____

(print) _____ Date: _____

Without a Representative's signature, your name will be placed on the waiting list.

Representative (sign): _____

(print) _____ Date: _____

2013 Regular Session Available Weeks

Choose three (3) weeks you would like to serve and label them in order of preference.

Week 1 – March 4-8	
Week 2 – March 11-15	
Week 3 – March 18-22	
Week 4 – March 25-29	
Week 5 – April 1-5	
Week 6 – April 8-12	
Week 7 – April 15-19	
Week 8 – April 22-26	
Week 9 – April 29-May 3	

Which compensation would you like to receive (check one only):

- ☐ **Service Hours Credit.** If you need documentation of your hours, you must request this from the program coordinator.
- ☐ **Stipend.** By checking this box, you acknowledge that a W-4 form, an I-9 form, and a photocopy of your social security card must be submitted on your first day of service in order to receive the stipend.

Note: If both boxes are checked it will be assumed that you will receive the Service Hours Credit.

Applications must be postmarked by December 31. Assignments will be made after the deadline.

SEND COMPLETED APPLICATION TO:

**The Florida House of Representatives
Page & Messenger Program
513 The Capitol, 402 S. Monroe Street
Tallahassee, FL 32399-1300**